

#### '11 OCT -4 P1:47

### STATE PROCUREMENT OFFICE NOTICE OF AND REQUEST FOR EXEMPTION MENT OFFICE FROM CHAPTER 103D, HRS

ATE PROCUREMENT OFFICE FROM CHAPTER 103D, HRS

- 1. TO: Chief Procurement Officer
- 2.FROM: State Department of Land and Natural Resources/DOFAW/MAUI

Department/Division/Agency

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction:

Gasoline/Diesel fueling for the Department of Land and Natural Resources, Division of Forestry & Wildlife on the island of Molokai.

4. Name of Vendor:	Rawlins' Chevron Service	5. Price:
Address: 20 Maun	\$5.09/5.29 per gal.	
Kaunaka		
6. Term of Contract:	From: Approval Date M. To: 12 mos. from CPO approval	7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State: There are only two (2) gas stations on the island of Molokai. Rawlins' Chevron Service and Hayaku Gas & Go. (See attached Small Purchase Written Quotations)

In the last fiscal year (7/1/2010 to 6/30/2011) DLNR DOFAW spent approximately \$16,000.00 on fuel.

While both stations are competitive priced for gasoline, Rawlins' Chevron Service quoted diesel fuel at a lower cost.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

Employees will monitor fuel prices and any dramatic changes will necessitate change in vendor.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:

A purchase order (PO) will be made to the vendor by DLNR/DOFAW to purchase fuel. The PO will be signed by the

A purchase order (PO) will be made to the vendor by DLNR/DOFAW to purchase fuel. The PO will be signed by the respective program amanger or division head and approved by the Fiscal Office.

Invoices will be submitted to the Fiscal Office for payment with all necessary approvals and accurate records will be maintained of all fuel expenditures.

### REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

	nnel, by position, who will be involved in the approva			
Name	Position Fig. 110	Involvement in Process		
Juliet Kazanjian Dennis Takahashi	Fiscal Management Officer	Approval Administration		
	Accountant	Approval Administration		
John S. Cumming	Branch Mgr., Maui District	Approval Administration		
Jo-Ann S. Kono	Secretary I, Maui District	Approval Administratio		
Evonne L. Rodrigues	Account Clerk II, Maui District	Approval Administration		
		Approval Administration		
	Department: Land and Natural Resources			
13. Direct inquiries to:	Contact Name: John S. Cumming			
	Phone Number: 808-984-8100 Fax Number: 808-984-8111			
<del> </del>	<u> </u>			
Agenc	y shall ensure adherence to applicable administrative	and statutory requirements		
T C A A				
14. I certify that the in	formation provided above is, to the best of	my knowledge, true and correct.		
Carried of		10/3/11		
Department Head		Date		
Department riead		Date		
	Reserved for SPO Use Only			
		ate Notice Posted / 0/5/2011		
	15 .D	ate Notice Posted		
The Chief Procurement Of written objections to this nallowed from the above po	fficer is in the process of reviewing this request for exotice to issue an exemption from Chapter 103D, HRS ested date to:  Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119	kemption from Chapter 103D, HRS. Submit S, within seven calendar days or as otherwise		
Chief Procurement Officer	r's comments:			
This approval is for the period 10/11/11 to 10/10/12 and is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply and award is required to be posted on the Awards Reporting System.  Department is reminded to use the current SPO forms available on the SPO website.				
16. APPROVED	DISAPPROVED NO ACTION R	EQUIRED  Solution		

SPO-07 (Rev. 04/28/2008)

11. P.E. No. /2-03/B

# STATE OF HAWAII SMALL PURCHASE WRITTEN QUOTATIONS

1. Date:	TEMBER 27, 2011				
2. Company: R	tawlins' Chevron Service 3. Phone/far	x No. 808	3-553-3214	/	
4. Address: 2	0 Maunaloa Highway 5. City/State	z/Zip: Kau	makakai, Hawa	ii 96748	
6. Vendor Repr	resentative: LOPI-LEI PAWLINS - CPINE	wo			
7. PROVIDE A 1. Unleaded R 2. Diesel Fuel	QUOTATION for the following good/service/construction (I Regular Gasoline #6.09 PEL-GALLON   #5.29 PEL-GALLON	Describe or	see attached sp	scifications):	
8. QUOTATIO 9. Dept/Agency	N REQUESTED BY ( mail e-mail fax this quotation by (date)  DLNR/DOFAW/MAUI	<del></del>	(time) to the	following):	
10. Address 54	South High St., Rm. 101 11. City/State/2	Zip Code:	Wailuku, Haw	aii 96793	
12. Contact Per	son Antone Ledesma 13.Phone/fax	No 808-5	53-1745	/ 808-553-1746	
13A. e-mail <u>An</u> 1	tone.L.Ledesma@hawaii.gov		W-W-M-1		
	VENDOR TO COMPLETE ITEMS 14 THROU	JGH 25 B	ELOW		
14. Item No.	15. Description of Item	16. QTY	17. UNIT PRICE	18. TOTAL PRICE	
1	PEGULAR GASOUNE		\$9.09	11000	
2	DIESEL FUEL		*5.29		
				****	
19. Additional	information or terms (i.e. delivery time, warranty period, etc	c.):	20. Shipping/ Handling 21. State Tax		
			22. TOTAL SUM PRICE		
23. Quote No.  24. Price(s) shall remain firm for days.  25. Vendor Representative.  26. Price(s) shall remain firm for days.  27. Title:					

## STATE OF HAWAII SMALL PURCHASE WRITTEN QUOTATIONS

2. Company: Hayaku Gas & Go  3. Phone/fixx No. 808-553-3444  4. Address: 10. 100 y 987  5. City/State/Zip: Kaunakakni, Hawaii 96748  6. Vendor Representative: WWWWW COW  7. PROVIDE A QUOTATION for the following good/service/construction (Describe or   see attached specifications):  1. Unleaded Regular Gasoline  2. Diesel Fuel  8. QUOTATION REQUESTED BY (  mail   c-mail   fixx this quotation by (date) (ime)  9. Dept/Agency DLNR/DOFAW/MAUI  10. Address 54 South High St., Rm. 101  11. City/State/Zip Code: Waituku, Hawaii 96793  12. Contact Person Autone Ledesma  13. Phone/fax No 808-553-1745  13. Address 14. Through 25. BELOW  VENDOR TO COMPLETE ITEMS 14. THROUGH 25. BELOW  14. Item No. 15. Description of Item  15. Description of Item  16. QTY  17. LNT  18. TOTAL  PRICE  PRICE  19. Additional information or terms (i.e. delivery time, warranty period, etc.):  20. Shipping/  Handline  21. State Tax  22. COTAL  SUM PRICE  Title: Warranty  MAMAQU d  15. Deste	1. Date:	19-27-11				
8. QUOTATION REQUESTED BY ( mail omail fax this quotation by (lime)  9. Dept/Agency DLNR/DOFAW/MAU  10. Address 54 South High St., Rm. 101  11. City/State/Zip Code: Waituku, Hawaii 96793  12. Contact Person Antone Ledesma  13. Phone/fax No 808-553-1745  14. Item No.  15. Description of Item  16. 17. Unit PRICE  17. Unit PRICE  18. TOTAL PRICE  19. Additional information or terms (i.e. delivery time, warranty period, etc.):  20. Shipping/  21. State Tax  22. Quote No.  24. Price(s) shall remain firm for days.  Deter  Deter	2. Company: H	layaku Gas & Go	3.	Phone/fax No. 8	08-553-3444	./
7. PROVIDE A QUOTATION for the following good/service/construction (Describe or	4. Address:	PO. DADY 9	87 5.	- City/State/Zip: K	aunakakai, Hawa	nii 96748
7. PROVIDE A QUOTATION for the following good/service/construction (Describe or	6. Vendor Repr	esentative:	The state of the s			
9. Dept/Agency DLNR/DOFAW/MAUI  10. Address 54 South High St., Rm. 101  11. City/State/Zip Code: Wailuku, Hawaii 96793  12. Contact Person Antone Ledesma  13. Phone/fax No 808-553-1745  13. e-mail Antone L. Ledesma@hawaii.gov  VENDOR TO COMPLETE ITEMS 14 THROUGH 25 BELOW  14. Item No.  15. Description of Item  16. 17. UNIT PRICE PRICE PRICE  19. Additional information or terms (i.e. delivery time, warranty period, etc.):  20. Shipping/Handling 21. State Tax 22. TOTAL SUM PRICE  23. Quote No.  24. Price(s) shall remain firm for days.	T. Unicaded k	legular Ciasolme			or see attached sp	ecafications):
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12. Contact Person Antone Ledesma  13. Phone/fax No 808-553-1745  13A. e-mail Antone L. Ledesma@hawaii.gov  VENDOR TO COMPLETE ITEMS 14 THROUGH 25 BELOW  14. Item No.  15. Description of Item  16. 17. UNIT PRICE PRICE PRICE  19. Additional information or terms (i.e. delivery time, warranty period, etc.):  20. Shipping/Handling 21. State Tax 22. TOTAL SUM PRICE  23. Quote No.  24. Price(s) shall remain firm for days.  25. Vendor Representative:  26. Signature Date		<del></del>	***************************************	4-/917: 0 - 3	187. '1 1 77	
14. Item No. 15. Description of Item 16. QTY PRICE PRICE    Un   Ladd laguar   G.09	12. Contact Person Antone Ledesma 13. Phone/fax No 808-553-1745 / 808-553-1746					
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23. Quote No.  24. Price(s) shall remain firm for days.  25. Vendor Representative:  Date  Date	2	Dussel			9.52	
23. Quote No.  24. Price(s) shall remain firm for days.  25. Vendor Representative:  Signsture  Date	19. Additional i	information or terms	(i.e. delivery time, warranty	period, etc.):	Handling	
25. Vendor Representative:    Signature   Date   Da						
44MV: U E F I I I I I I V T LLATY WALKER T	· -	resentative:	Maay	for days		